



## **PARK & RECREATION COMMISSION AGENDA**

**Monday, February 10, 2014**

**6:30 p.m.**

**Public Works**

**Conference Room**

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### **Call to Order**

### **Roll Call**

### **Adopt Agenda**

Approval of Dec. 2nd and January Sand Creek Taskforce Meeting Minutes

### **Old Business**

5. Sand Creek Park Concept Development
1. Riverview Park Next Steps

### **New Business**

2. Erlandson Park Creek Work

### **Other Business**

### **Adjourn**



**Park & Rec - Regular**

**Meeting Date:** 02/10/2014

**SUBJECT:** Approval of Dec. 2nd and January Sand Creek Taskforce Meeting Minutes

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**Attachments**

Dec2minutes

SandCreekJanMinutes

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## COON RAPIDS PARK & RECREATION COMMISSION MEETING MINUTES OF MONDAY, DECEMBER 2, 2013

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The regular meeting of the Parks & Recreation Commission was called to order on December 2, 2013 at 6:30 p.m. in the Public Works Conference Room.

Members Present: Chair Tim Arntson, Commissioners John Angell, Mike Jacobson, Ryan McAlpine (arrived at 6:35 p.m.), Gen Sand, and Neal Livermore

Members Absent: None

Also Present: Gregg Engle, Parks Supervisor, and Ryan Gunderson, Recreation Coordinator; Scott Latta – Coon Rapids National Little League; Gregg DeRusha – Coon Rapids/Andover Little League

### 1. ROLL CALL

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Gregg Engle acknowledged the roll call.

### 2. APPROVAL OF THE DECEMBER 3, 2013 AGENDA

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Neal Livermore requested the following be added to the agenda:  
Wilderness Trail Grant Update requested by Neal Livermore.  
Review applications for new Commissioner.  
2014 Budget Overview.

Ryan Gunderson requested the following be added to the agenda:  
2014 Meeting Schedule

MOTION BY COMMISSIONER LIVERMORE, SECONDED BY COMMISSIONER SAND, TO APPROVE THE DECEMBER 3, 2013 AGENDA AS REVISED. MOTION PASSED UNANIMOUSLY.

### 3. APPROVAL OF PAST MINUTES

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MOTION BY COMMISSIONER LIVERMORE, SECONDED BY COMMISSIONER SAND, TO APPROVE THE NOVEMBER 7, 2013 MINUTES AS SUBMITTED. MOTION PASSED UNANIMOUSLY. COMMISSIONER JACOBSON ABSTAINED.

### 4. OLD BUSINESS

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#### A. Riverview Park Master Plan

Recreation Coordinator Ryan Gunderson reviewed in 2011 a public process was conducted to develop a master plan for Riverview Park. The park plan was adopted as

part of the 2012 Park and Open Space Master Plan. The funding for Riverview Park was dependent on a development creating park dedication fees. Thus, development never came to fruition. In 2013, the Riverview plan was budgeted into the Parks Bond Referendum, which was approved in November. The original budget for Riverview called for a range from \$1.5 million to \$2.0 million. As part of the approved bond referendum, \$1.4 million is dedicated toward the Riverview renovation. Some amenities within the concept will need to be changed to fit within the budget.

Mr. Gunderson stated the Commission is asked to discuss the latest Riverview master plan and note any changes that may be needed. Staff will meet with the Little League program for assurance in the plan. Mr. Scott Latta from Coon Rapids National Little League was present at the meeting and asked about an additional trail and they would be willing to cover the cost of putting sod in on the t-ball fields. Mr. Gregg Engel stated his recommendation would be to irrigate the western portion of the park. Mr. Gunderson asked if the Commission would recommend a skate park be part of the plan. The Commission is requested to consider what should be part of the multi-purpose building.

Commissioner Livermore asked what Little League uses now for bathrooms and Mr. Latta stated port-a-johns are used.

Mr. Gunderson stated he would like to see restrooms at the four year-round use facilities. National Little League will be replacing the backstop on the third field.

Commissioner Jacobson asked what the building would be used for. Mr. Engel stated meeting facilities, Community Ed use, bathrooms, warming house, etc. Commissioner Jacobson stated in the County Parks system access to the bathrooms are both inside and outside the building.

Mr. Gunderson stated at Thorpe there are cages in the windows to avoid vandalism. Mr. Gunderson stated if there was a skate park, the teen center could use it for some skate park events during the summer months.

Chair Arntson stated the cost of the building at Thorpe was very high. Chair Arntson asked if portable boards and skate park were in the budget. Mr. Engel stated both are. Mr. Gunderson suggested a skate park not be put in Riverview. A better location may be near the Ice Arena as to not hinder future development in the area. Riverwind may be another option.

Mr. Latta asked if the parking lot would be lighted at Riverview and Mr. Engel stated it would be. Many decisions will be made at the Open House meeting.

Commissioner Livermore asked how many gazebos would be in the Park. Mr. Engel stated there will be one near the playground. Mr. Engel stated this may be a good location for an autistic playground. There would be a gated area (decorative fencing).

Commissioner Livermore stated he does not think this would be the best location for that type of playground. Commissioner Livermore suggested an overhang be built on the building for a congregation area for teams to meet as a second gazebo. Commissioner Livermore suggests Riverview be the place for the skate park.

Commissioner Jacobson agreed this would be a good location for the skate park. The skate park at Riverwind is a Tier I park, Sand Creek skate park is a Tier II and one at Riverview would be also a Tier II park.

Mr. Engel stated the next step is a public meeting.

Commissioner Angell stated there have not been a lot of issues at the Spring Lake Park skate park. Mr. Engel stated there would be a buffer between the trail, the residents and the skate park.

Commissioner Angell asked about irrigation. Mr. Engel stated irrigation could be in the entrance and the hockey rinks. Mr. Latta stated there is a well housing that could be tapped for irrigation.

Mr. Engel stated construction could begin in the Fall of 2014. Mr. Latta stated they will be done with games by the first part of August.

#### B. Wilderness Trail Grant Update

Mr. Engel stated the City is a good candidate for the Grant for the Wilderness Trail as the request fits the criteria for the grant. It would not go as far as the dog park. The grant would help catapult the grant for the next stretch of the trail. Commissioner Livermore requested a copy of the plan.

### 5. NEW BUSINESS

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#### A. Port Riverwalk Update

Recreation Coordinator Ryan Gunderson reviewed the City Council approved the Port Riverwalk Master Plan on November 6. The plan is available online at: <http://www.coomrapidsmn.gov/PortRiverwalk.htm>. This plan will help the City prepare to market the City-owned land for development. City Staff is beginning to explore constructing certain public improvements in Port Riverwalk to make the site more marketable.

1. Developing an on-street bikeway or trail connection along Egret Boulevard between Coon Rapids Dam and Coon Rapids Boulevard.
2. Improving the Clay Hole to function as more of an amenity for area residents.

3. Constructing a Parkway or Green Corridor parallel to Coon Rapids Boulevard between Egret Boulevard and Avocet Street. This street would include pedestrian and bicycle facilities and would replace the existing frontage road on the south side of Coon Rapids Boulevard.
4. Making improvements to enhance the pedestrian/bicycle environment at the intersection of Avocet and Coon Rapids Boulevard.

Staff will keep the Parks Commission informed of any progress and seek input as plans move forward. Funding sources for these improvements may include tax-increment financing, bonds or park dedication fees.

Mr. Engel stated there was an article in the Star Tribune about Coon Rapids, the park referendum and the parks system. Mr. Gunderson asked if the Commission is comfortable about not doing anything with Al Flynn at the same time. Chair Butler asked where that is on the priority list. Mr. Gunderson stated it is not a high priority.

Commissioner McAlpine suggested a gas station be constructed in the area.

Commissioner Jacobson suggested any park dedication fees that come out of this area be used on this area.

Commissioner Livermore suggested Al Flynn needs some upgrading such as a new playground. Chair Butler stated there would most likely be no park dedication fees but would come in the form of land. Commissioner Livermore stated he would like to see an off-street trail to the river. Commissioner McAlpine stated there is a trail in the woods but it needs some updating. A copy of the plan will be emailed to the Commission.

#### B. Sand Creek Master Plan

Recreation Coordinator Ryan Gunderson reviewed the Sand Creek Athletic Complex is included in the approved parks bond referendum Budget. Based on stakeholder feedback through the 2012 Parks Master Plan update, WSB & Associates has put together a preliminary concept for the facility. Sand Creek is the premier athletic complex in Coon Rapids and hosts activities year-round. Stakeholders to the complex include: Adult Softball, Little League, CRAA football and lacrosse, Fourth of July Celebration, weekend tournaments and special events.

Mr. Gunderson noted the budget for the Sand Creek renovation is \$5.7 million and will include an extensive development process. Construction would be slated for the 2015-2016 and affect programs and events. Staff will work with stakeholders and programs to create alternative options for operation of programs in 2015-2016. Staff will additionally work with the hosts of the Fourth of July Celebration to secure a viable site for 2015 and 2016.

The Commission is asked to express comments, concerns and questions they have with respect to the preliminary concept.

Mr. Gregg DeRusha was present at the meeting. The plan would be for renovation to begin in 2015. Commissioner Sand stated she is concerned about the entrance and exit onto Northdale Boulevard. Mr. Engel stated the West entrance will be locked for a maintenance entrance only. Mr. Engel stated many conversations will be held with the stakeholders of the Fourth of July celebration. Mr. Gunderson stated the celebration could still be held in the renovated park. Mr. Engel stated he would like to see the skate park moved up near the football fields. Mr. Gunderson stated one of the softball fields could be converted to green space.

Commissioner Livermore asked what the format will be for the discussions with the stakeholders. Mr. Gunderson stated the Council will be discussing the referendum at their retreat after the first of the year.

Mr. DeRusha asked if there would be a semaphore on the exit onto Northdale Boulevard. At a minimum a crosswalk will be needed crossing Northdale Boulevard.

The public hearing for this plan will be held sometime in February 2014. Mr. Gunderson stated the splash pad was discussed with the consultant. There would be room, but should this amenity be at an athletic facility. Commissioner Livermore suggested the splash pad be located in Lions Park.

Commissioner Livermore asked what the building would have. Mr. Engel stated it would have state-of-the-art concession facilities. Commissioner Livermore stated the decision on the Fourth of July celebration location needs to be determined before the building plan is decided. Mr. Gunderson stated the parking is split because if combined ponding may become an issue.

Chair Arntson suggested putting the hockey rinks on the asphalt parking lot. Mr. Gunderson stated the consultants use a formula for calculating the number of parking spaces needed.

Commissioner McAlpine asked if two hockey rinks were needed and Mr. Gunderson responded yes because the Hockey Association uses one.

## 6. OTHER BUSINESS

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### A. Review applications for new Parks Commissioner

Commissioner Livermore requested an update on the applications received for the open Park Commissioner position. Mr. Gunderson stated the application process closed today. Interviews will be scheduled in January 2014.

Mr. Gunderson asked what Tier II project would be preferred. Mr. Engel stated he spoke with the President of the Lions Club and they are fundraising for playground equipment. Commissioner Livermore suggested we not wait to hear how much the Lions Club can contribute.

Mr. Gunderson stated Riverwind will be discussed by the Council tomorrow night (December 3, 2013). Mr. Gunderson stated the Council has shown interest in moving the Boulevard Park into Tier I.

Chair Butler suggested the Commission wait to hear the future of the Riverwind building before any decision is made about Riverwind Park. Lions Park would be a possible for Tier I. The Commission would support moving Riverwind Park to Tier I if the Council finds funding for a building.

#### B. 2014 Budget Overview

Commissioner Livermore requested an update on the 2014 Budget. The budget has not yet been approved but will be approved by Council at their December meeting. Mr. Engel stated there is \$200,000 in the budget for neighborhood parks. No monies for trails in the budget. The \$200,000 is earmarked for Sunrise Pond Park and Peppermint Stick Park. Mr. Gunderson stated he will speak with Lifetime Fitness about a possible sponsorship of Peppermint Stick Park since they use the park for their programming.

Commissioner Jacobson requested a concept plan at least for Peppermint Stick Park.

#### C. 2014 Park Commission Meeting Schedule

Mr. Gunderson stated he will be sending out a listing of the Park Commission Meetings. The suggestion was made to move the Park Commission meetings to the second Monday of each month after the Council meeting. Mr. Gunderson will discuss with the City Clerk.

### 7. ADJOURNMENT

MOTION BY COMMISSIONER JACOBSON, SECONDED BY COMMISSIONER MCALPINE, TO ADJOURN THE MEETING. MOTION PASSED UNANIMOUSLY. THE MEETING WAS ADJOURNED AT 8:15 P.M.

Respectfully submitted,

Ryan Gunderson  
Recreation Coordinator



**Sand Creek Park Stakeholder Meeting**  
***Meeting Report***  
**January 13, 2014**  
**6:30pm Public Works**

**Attendance**

Shannon Moen, CRFD; John Leggate, North Star Lions; Bob Krahn, Sustainability Commission; Shane Stenzel, CRALL; Gregg DeRusha, CRALL; Russ Isakson, North Star Lions; Tim Farmer, North Star Lions; John Piper, CRFD; Roger LaBrant, CRALL; Scott Harlicker, Community Development; Andrew Scheck, CR Fastpitch; Bruce Sanders, Council; Gen Sand, Parks Commission; Ryan McAlpine, Parks Commission; Mike Jacobson, Parks Commission; Gregg Engle, City Staff; Ryan Gunderson, City Staff.

**Review of Concept**

1. When you think about Sand Creek Park, what are your memories at the park?
  - a. Memories at the park include carnival and 4<sup>th</sup> of July celebration, softball, baseball, and recreational sports.
2. What elements should be included in Sand Creek Park and what activities do you envision happening here?
  - a. Athletic Park,
  - b. Separate Concession and Maintenance facilities
  - c. More Restrooms
  - d. Skate Park
  - e. Playgrounds- (Multiple, smaller, spread out)
  - f. Trail lighting
3. The Sand Creek Park renovation will be considered a success if?
  - a. Better and efficient use of space
  - b. Better Restrooms
  - c. 1<sup>st</sup> Class job on few spaces vs to many
  - d. Open Space (warm-up space)
4. Looking at the concept plan, what are your likes and dislikes of the design?
  - a. Concessions/Warming House/Maintenance should be split up
  - b. Remove Splash Pad
  - c. Lack of public batting cages at Athletic Complex
  - d. What is the daytime use?
  - e. Crossing roads for playgrounds and fields
  - f. Like trails
  - g. Desire ball fields closer together.

5. How might we reflect the essence of the Coon Rapids community in the design? Are there any identifying factors? People? Activities? Icons? Stories? Other? Similar to naming of rooms at the Ice Center.
  - a. Name change to Coon Rapids Sports or Athletic Complex
  - b. Community Kiosk (History, Activities, Map)
6. Discuss one aspect of Sand Creek Park you would like to see changed. Current or Conceptual Plan?
  - a. More Concessions
  - b. More open space
  - c. Covered Pavilion space, 60x100 (Safety Camp?)
  - d. Batting Cages
7. What design elements are critical to handle your groups needs (now & 5-10 years in the future)?
  - a. Lighting, amenities (bathrooms, concessions, picnic, etc.)
    - i. Large Concession/Storage
    - ii. Scattered picnic tables/benches
    - iii. More Shelter/Shade
    - iv. Efficient lighting
    - v. Green landscape/space, rain gardens
    - vi. Adequate Restrooms
8. Are there facilities that you believe could be shared amongst entities?
  - a. Seasonal usage, overlap, parking needs, etc.
    - i. Concession/Storage on both ends of complex
    - ii. Batting cages
    - iii. Football/Lacrosse
    - iv. Parking
9. Do you believe this should be a highly manicured environment, more natural, or combination?
  - a. Irrigated & turf throughout, or a mix of amenities
    - i. All non-natural space should be irrigated and maintained
    - ii. Natural fringe areas
10. What are the biggest obstacles/factors that will affect use of the facility (demographics, amenities, access, pedestrian/trail connections, parking, etc.)?
  - a. Traffic in/out during game changes
  - b. Controlled access off Northdale

11. What is currently lacking at this facility that should be included in the new design?
  - a. Batting Cages
  - b. Open Space
  - c. Restrooms

### **What We Learned**

1. Consensus of group is that this is an Athletic Complex and that all Community events should move to Ice Center/Boulevard Park.
2. Overall like the concept with some suggested tweaks.
3. Group suggested possible removal of west road and question its need.
4. Concerns with crossing roads for amenities and safe access from Northdale Blvd.
5. Concession stand should serve youth fields and play areas with a bare bones shelter for wheel of four fields
6. Desire for warm-up/open space.

### **Next Steps**

Make tweaks to concept for review at February 10<sup>th</sup> Parks & Recreation Commission meeting. Plan for public open house.



**Park & Rec - Regular**

**Meeting Date:** 02/10/2014

**Subject:** Sand Creek Park Concept Development

**From:** Ryan Gunderson, Recreation Coordinator

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**INFORMATION:**

At the regular meeting of the Parks & Recreation Commission on January 13th the commission invited stakeholders of Sand Creek Park for brainstorming of conceptual ideas for the park. A copy of the minutes is attached to the agenda. Based on the feedback at the meeting, WSB has drafted an updated conceptual concept for review by the Commission. The next steps to the process include holding a public open house to gather general public feedback on the concept.

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**Park & Rec - Regular**

**1.**

**Meeting Date:** 02/10/2014

**Subject:** Riverview Park Next Steps

**From:** Ryan Gunderson, Recreation Coordinator

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**INFORMATION:**

The Parks & Rec Commission discussed the concept plan for Riverview park at the December 2nd meeting. After gathering comments from the Commission and National Little League staff set and held a public open house for residents of the Riverview Park area. The public meeting was held on January 22nd and attended by about 20 different neighbors to Riverview Park. Based on the feedback, WSB will be developing a final concept to move forward to Council for authorization of final design for bidding.

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**Park & Rec - Regular**

**2.**

**Meeting Date:** 02/10/2014

**Subject:** Erlandson Park Creek Work

**From:** Ryan Gunderson, Recreation Coordinator

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**INFORMATION:**

The Coon Creek Watershed District has secured a grant for work on the banks of the creek through Erlandson Park. Work will take place in 2014 in the area north of Egret to Hwy. 10. The City will assist in providing trucks and labor for hauling of materials to and from the site.

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